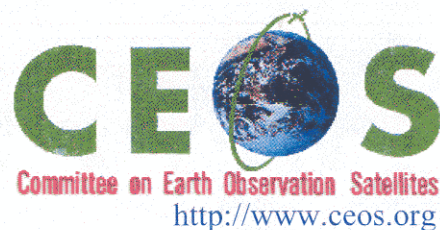


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7 March 2003

Dear CEOS Colleagues,

The U.S. National Oceanic and Atmospheric Administration (NOAA), as the designated Chair of CEOS for 2003, would like to invite you to participate in the 17th Plenary of CEOS to be held 19–20 November 2003 at The Broadmoor Hotel in Colorado Springs, Colorado.

We are in the process of finalizing the agenda and program and will forward that information at a later date. Please note that all meetings and associated events will take place in a concentrated location —The Broadmoor Hotel (www.broadmoor.com). A block of rooms has been set aside for attendees to the 17th CEOS Plenary. In order to take advantage of the group rate, please be sure to make your hotel accommodations directly with the hotel as soon as possible as reservations will be taken on a first come first served basis. Forms for Broadmoor Hotel registration and for CEOS Plenary registration are attached.

Further details relating to the Plenary will accompany the second announcement to be distributed in early May 2003. To ensure prompt and timely receipt of materials, all correspondence will be done via e-mail so please be sure the Secretariat has your detailed contact information. In addition, NOAA will utilize the CEOS Web site to house the 17th Plenary papers. Details of submission deadline and guidelines will also be included in the second announcement.

I look forward to your participation and our continued collaboration for an efficient and effective 2003 Plenary. If you have any questions or concerns, please do not hesitate to contact CEOSPlenary@strategies.org.

Sincerely,

Gregory W. Withee
CEOS Chair

Assistant Administrator for Satellite and Information Services
National Oceanic and Atmospheric Administration

Attachments

CEOS Secretariat

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